



DEPARTMENT OF THE ARMY  
HEADQUARTERS UNITED STATES ARMY INFANTRY CENTER  
FORT BENNING, GEORGIA 31905-5000

REPLY TO  
ATTENTION OF

ATZB-PAD (600)

12 JAN 2004

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Fort Benning's Army Substance Abuse Program


1. The Army Substance Abuse Program (ASAP) is primarily a commanders program. Commanders at all levels are responsible for ensuring that there are **effective** local alcohol and drug prevention efforts for our Soldiers, civilians and family members. The ASAP has a professional staff to assist commanders in developing a prevention strategy for their units. The Military Police Activity (MPA) is also a good source of information and help in fighting alcohol and drug abuse at the unit level. Military Police narcotic dogs can be of help; contact MPA S-3 Office at 545-1070/2897. In addition, commanders are required to immediately notify the Fort Benning's Investigative Unit, Benning Criminal Investigation Battalion, at 545-0220/0221 when a soldier tests positive for illegal drugs. The primary reason for this procedure is to try to determine the source of the drugs.
2. Urinalysis testing is a major component of our fight against illegal drug use. This prevention tool is highly effective in identifying users of illegal drugs and as a deterrent. Commanders will test every Soldier at least twice a year using "Smart Testing." This will be accomplished by testing 15 - 20 percent of their unit strength per month. Urinalysis testing will be unannounced and at random, testing small numbers of Soldiers on a frequent basis. This is more effective than total unit sweeps. All Soldiers enrolled in the ASAP track two or three will have rehabilitation urinalysis conducted by the unit.
3. Commanders will contact the ASAP Prevention Coordinator (545-4993/1138) for mandatory alcohol and drug awareness training (minimum of four hours annually for military personnel and three hours for civilian employees). Supervisory substance abuse prevention and risk reduction education and training for individuals with command and/or first line supervisory (sergeant to captain) responsibility will occur within 60 days after designation of supervisory/command responsibility. This briefing will include ASAP Staff Inspection requirements such as: documented alcohol and drug in-brief on all personnel, 4 hours alcohol and drug prevention education, for every Soldier every year documented with a sign-in roster, proper training and selection of Unit Prevention Leaders, Unit Alcohol and Drug Standard Operating Procedures, proper urinalysis collection procedures, unit rehabilitation testing of Soldiers enrolled in the ASAP, and proper referral of Soldiers to the ASAP Counseling Center (545-8362) within 72 hours after an alcohol and drug incident.

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4. Commanders will inform their Soldiers of the services available at the ASAP on a regular basis and encourage self-referral. Commanders will also ensure underage Soldiers are advised to not drink and all Soldiers will be advised to not drink and drive. When a Soldier is identified with an alcohol or drug related incident, the company commander will immediately refer him/her to the ASAP for evaluation. Referral to the ASAP is a high priority. We must provide help to our Soldiers who need it.

5. I task each of you to become personally involved in our efforts to prevent alcohol and drug abuse. Request for further information may be directed to Ms. Yvonne Wilbanks, Alcohol and Drug Control Officer, 545-4415/1138, in building 241, e-mail address Wilbanksy@benning.army.mil.



BENJAMIN C. FREAKLEY  
Brigadier General, USA  
Commanding

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